

**City of Bixby
City Council Meeting
Minutes
City Hall Municipal Building
116 W Needles, Bixby, OK 74008
April 25, 2016 6:00 P.M.**

The agenda for the regularly scheduled meeting of the City Council of the City of Bixby was posted on the bulletin board at City Hall, 116 West Needles Avenue, Bixby, Oklahoma on April 22, 2016 on or before 5:00 p.m.

Mayor Easton called the meeting to order at 6:25 p.m.

Yvonne Adams City Clerk called roll and all members were present.

Members Present

**Guthrie
King
Stewart
Decatur
Easton**

Staff Present

**Patrick Boulden, City Attorney
Jared Cottle, City Manager
Ike Shirley, Police Chief
Jason Mohler, Dev. Service Dir.
Marcae Hilton, City Planner
Charles Barnes, Finance Dir.
Bea Aamodt, Public Works Dir.
Yvonne Adams, City Clerk**

PLEDGE OF ALLEGIANCE

Invocation was given by City Clerk Yvonne Adams

**ELECTION OF A MAYOR AND VICE MAYOR, PURSUANT TO BIXBY CHARTER
SECTION 2.2 (a)**

Mayor Easton asked for nomination of Mayor and Vice Mayor, Councilor Stewart made motion to nominate John Easton as Mayor and Brian Guthrie as Vice Mayor, seconded by Decatur. The vote was taken with the following results:

Carried 5-0

Yes: Stewart, Decatur, King, Guthrie, Easton.

No: None

Mayor Easton said Item #1 on the Consent Agenda is:

CITY CLERKS REPORT

Consider and approve:

- a) Minutes for the Regular City Council meeting dated 04/11/16.
- b) Minutes for the Special meeting dated 4/11/16.

- c) Acknowledge receipt of Permit No. WL000072160166, Potable Water Line Extension, Facility No. 3007243 and Permit No. SL000072160167, Sanitary Sewer Line Extension, Facility No. S-20438 to serve the Village at Twin Creeks.
- d) Denial of Tort Claim from OMAG (Oklahoma Municipal Assurance Group) request from claimant Mark Jordon.
- e) Budget Revision to create a WWTP (Waste Water Treatment Plant) Project Fund using funds set aside within the Water and Sewer Development Fund for that purpose to budget transfer of those funds.
- f) Surplus of miscellaneous items from Police, Fire, City Hall, Parks and BPWA department.
- g) Purchasing unleaded gasoline for the amount of \$25,000 for city vehicles and equipment.
- h) Payment to Precision Lawn for \$5,970 for emergency removal of trees at 111th east of Memorial.
- i) Adopting resolution No. 2016-08 proclaiming “April 2016 as Fair Housing Month” in the City of Bixby.

Mayor Easton asked if there are any questions or amendments to the consent agenda Councilor Decatur made motion to approve, seconded by Vice Mayor Guthrie. The vote was taken with the following results:

Carried 5-0

Yes: Decatur, Guthrie, Stewart, King, Easton.

No: None.

Mayor Easton said item #1 on the Regular Agenda is:

Public Hearing to request citizen comments on FY 2016 Urban County Community Development Block Grant (CDBG) needs in the City of Bixby.

Presented by: Marcae’ Hilton

Others that spoke: Steve Boettcher

City Planner Marcae’ Hilton explained we have applied for some funding through the Community Development Block Grant, we did a survey and that has been completed and also an application and what we are proposing to do with these funds is a sidewalk project and Steve Boettcher is from INCOG and he can give you more information on this grant.

Steve Boettcher explained the census bureau changed from a long form to a American community survey and a lot of suburban areas in Tulsa lost census tracks that were off and were automatically 51% low to moderate income, so that means you have to do an income survey in the project areas. After that then you can do projects like drainage, water lines, sanitary sewer, and street improvements which are things that would be better for the area, Steve explained that this is part of Tulsa County Urban CDBG program and Bixby has been a member of that since 2008. Steve stated that this public hearing and asked if there are any questions or comments on the grant.

There was no public comments

Mayor Easton said on Item #2 on the Regular Agenda is:

Discussion and possible action to adopt a Community Development Block Grant (CDBG) 2016 Tulsa County Urban Resolution No. 2016-07.

Presented by: Marcae' Hilton

Others that spoke: Steve Boettcher, INCOG

Steve Boettcher stated that this is your official action to request those funds from Tulsa County.

Mayor Easton asked for motion on Item #2. Councilor Stewart made motion to approve, seconded by King. The vote was taken with the following results:

Carried 5-0

Yes: Stewart, King, Decatur, Guthrie, Easton.

No: None

Mayor Easton asked to move to Item #6 on the Regular Agenda

Mayor Easton said on Item #3 on the Regular Agenda is:

Discussion and consider purchasing three (3) heavy duty utility vehicles, fertilizer spreader, 100 gallon skid mounted sprayer, and finish grader for ballfield groomer for the Parks Department. Budgeted Capital Improvement Fund 2016. Purchased thru National IPA contract pricing.

Presented by: Don Cash

Parks Director Don Cash stated that he would like to replace a couple of his 2007 utility vehicles, these vehicles will not only be used for the parks but for use at the lake with a sprayer that can be utilized in places that we could not get to in the past. Don stated that he is asking for approval.

Mayor Easton asked for a motion on Item #3. Councilor Stewart made motion to approve, seconded by Easton. The vote was taken with the following results:

Carried 5-0

Yes: Stewart, Easton, Decatur, Guthrie, Easton.

No: None

Mayor Easton said on Item #4 on the Regular Agenda is:

Consider and approve Resolution No. 2016-06, relating to the incurring of indebtedness by the Trustees of the Bixby Public Works Authority and waiving competitive bidding with respect thereto; and approving a Promissory Note, Sales Tax Agreement and such other documents as may be necessary or required.

Presented by: Charles Barnes

Charles Barnes Finance Director stated that in November 2015 the Citizens of Bixby voted to repurpose a portion of a half penny sales tax which was originally approved in 2006 for debt service and funding for the 2006 debt fund has now stopped however the fund balance generated by the original tax created a surplus that can only be used for debt service. Charles stated that our financial advisor Hilborne and Widman recommend a promissory note to fund all or a portion of a capital project and use these funds to repay the debt. Charles stated that he asking for your approval of this item.

City Attorney stated that he wanted to point out that the trust authority will incur the debt and the beneficiary which is the City has to approve and this Resolution approves the trust indebtedness.

Discussion Ensued.

Mayor Easton asked for a motion on Item #4. Councilor King made motion to approve, seconded by Decatur. The vote was taken with the following results:

Carried 5-0

Yes: King, Decatur, Stewart, Guthrie, Easton.

No: None

Mayor Easton said on Item #5 on the Regular Agenda is:

Discuss and/or take action on approving the installation of flashing yellow light at 148th & Memorial.

Presented by: Bea Aamodt

Public Works Director Bea Aamodt stated that the project for the 146th Street light on Memorial included the installation of flashing yellow turn light, Bea stated that they have received good feedback from the light because of improvements for the flow of traffic, so the decision was made to install the same kind of light on 148th & Memorial. Bea stated that we did go out for quotes and Signal Tek gave us the lowest quote to complete the project. Bea asked for approval.

Mayor Easton asked for a motion on Item #5, Vice Mayor Guthrie made motion to approve, seconded by Mayor Easton. The vote was taken with the following results:

Carried 5-0

Yes: Guthrie, Easton, Decatur, Stewart, King.

No: None

Mayor Easton said on Item #6 on the Regular Agenda is:

Discussion of possible actions that can be taken to help youth football secure a playing field.

Presented by: Councilor King

Others that spoke: Jason Clark, Bixby Youth Football

Councilor King stated that we started some of the 2011 bond issues we talked with the youth football league and tried to get them to back the bond proposals and we were going to help secure them a playing field, and I am here to night to have some discussion on how we can help.

Jason Clark with the Bixby Youth Football stated that we met with Mr. Bowen and Mr. Cottle and helped to get that bond passed, so Jason stated that he contacted Mr. Bowen and he stated that soccer got all the fields. Jason continued to explain that they have two needs, one is game field needs and practice field needs and we would like to come up with something.

Discussion Ensued

Mayor Easton stated that we can bring this back to a work session and have more discussion on where we are at on this issue. Councilor Decatur asked Jason if he would take care of the fields and he stated yes because we have been already been taking care of it.

Discussion only. No action taken.

Mayor Easton said on Item #7 on the Regular Agenda is:

Discussion on the recognition of Chris Harris Jr. for his 2016 Super Bowl win and years of accomplishments.

Presented by: Councilor King

Councilor King stated that he wanted to discuss with Council about recognition for Chris Harris Jr.

Discussion Ensued. No action taken.

Mayor Easton said on Item #8 on the Regular Agenda is:

City Manager's Report

1. The No-Knock list is now on our website, this is for Citizens to register to be on list so solicitors cannot come to their door for solicitation.
2. Clean up day at Bixhoma Lake on April 30 and anyone that would like to help please come out.
3. Fishing derby will be May 14th at Bixhoma Lake.
4. Bar-B-Q blues will be May 6th thru May 7th at Washington Irving Park.

Mayor Easton said on Item #9 on the Regular Agenda is:

New Business

There being no new business.

Mayor Easton asked to recess the Regular Agenda and open up the BPWA Agenda at 7:14 p.m.

Mayor Easton reconvene the Regular meeting at 7:16 p.m.

Mayor Easton said on Item #10 on the Regular Agenda is:

Motion to enter into Executive Session:

Discussion on the employment contract of the City Attorney, including consideration of any modifications or adjustments to that contract. Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.1.

Presented by: Mayor Easton

Mayor Easton asked for a motion on Item #10. Mayor Easton made motion, seconded by Councilor King. The vote was taken with the following results:

Carried 5-0

Yes: Easton, King, Decatur, Stewart, Guthrie.

No: None

Mayor Easton called adjournment at 7:52 p.m.

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MAYOR

ATTEST

CITY CLERK

BIXBY PUBLIC WORKS AUTHORITY MEETING

Board of Trustees

Municipal Building

Minutes

116 W. Needles, Bixby, OK 74008

April 11, 2016 6:00 P.M.

The agenda for the regularly scheduled meeting of the City Council of the City of Bixby was posted on the bulletin board at City Hall, 116 West Needles Avenue, Bixby, Oklahoma on April 8th on or before 5:00 p.m.

Mayor Easton called the Bixby Public Works Authority Meeting to order at 7:15.m. all members were present.

Members Present

Guthrie

King

Stewart

Decatur

Easton

Staff Present

Jared Cottle, City Manager

Patrick Boulden, City Attorney

Ike Shirley, Police Chief

Charles Barnes, Finance Dir.

Jason Mohler, Dev. Service Dir

Marcae Hilton, City Planner

Bea Aamodt, Public Works Dir.

Don Cash, Parks Director

Yvonne Adams, City Clerk

Mayor Easton said Item #1 on the BPWA Consent Agenda is:

CITY CLERKS REPORT

Consider and approve:

- a. Minutes for Bixby Public Works Authority regular meeting of 04/11/16.
- b. Purchasing unleaded gasoline for the amount of \$25,000 for BPWA Vehicles and equipment.
- c. Purchase order in the amount of \$8,686.95 to Haynes for the purchase of a spare impeller for the 126th Lift Station.

Mayor Easton asked if there were any amendments or corrections to the consent agenda. Mayor Easton asked for a motion on the consent agenda. Councilor Decatur made motion to approve, seconded by Mayor Easton. The vote was taken with the following results.

Carried 5-0

Yes: Decatur, Easton, Stewart, King, Guthrie

No: None

Mayor Easton said on Item #1 on the Regular BPWA agenda is:

Consider and approve Resolution No. 2016-05 authorizing the issuance of the Bixby Public Works Authority Promissory Note, Series 2016; waiving competitive bidding on said Note and

authorizing the sale of such note at par; approving a Sales Tax Agreement and such other documents and agreements as may be necessary or required; and containing other provisions relating thereto.

Presented by: Charles Barnes

Mayor Easton asked for a motion. Mayor Easton made motion to approve, seconded by Councilor Stewart. The vote was taken with the following results:

Carried 5-0

Yes: Easton, Stewart, Decatur, King, Guthrie

No: None

Mayor Easton said on Item #2 on the Regular BPWA agenda is:

New business

There being no new business

Adjournment was called at 7:16 p.m.

MAYOR

ATTEST

CITY CLERK

